

VAT REFUND

RECLAIM THE VAT CHARGED ON THIS EVENT

How can VAT Alliance save you money?

Business Exhibitions has formed a partnership with VATit, who can reclaim the VAT charged on behalf of Business Exhibitions' international clients. **VATit will attend to all matters involved in the application to the relevant VAT authority**, and will refund you as soon as the refund is received from the relevant VAT authority.

Thus minimal input is required on your part.

What costs can be claimed?

The following costs may be claimed while traveling overseas:

- **Exhibition ***
- **Conference, Seminar and Summit ***
- **Training ***
- **Vehicle rental ***
- **Business entertainment ***
- **Meals ***
- **Various others ***

* Special rules may apply

What next?

Complete the attached authorisation form, send the original form to us and let us do the rest. We will **obtain the invoice** for this event **directly** from Business Exhibitions. All other claimable invoices must be sent to VATit.

Further information

A VATit representative will be glad to advise your company as to the scope of reclaim based on your specific travel requirements.

Office: +44 207 431 4664
Fax: +44 207 504 8511
Website: www.vatit.com
E-mail: info@vatit.com

Authorisation form – Letter of Authority

I hereby appoint VATit Processing (Pty) Ltd to act as my VAT Reclaim agent and to liaise with relevant Tax Authorities and Offices on my behalf.

All Previous authorisations in this respect are hereby terminated, and replaced with an exclusive agreement with VATit Processing (Pty) Ltd..

For and on behalf of: _____
Registered company name

Registered company address: _____

Contact telephone number: _____

E mail address: _____

Company registration number: _____

Company VAT number: _____

Nature of Business: _____

Signed by (Name): _____

(Signature): _____

(Position): _____

Date: _____

Please complete & return the original to:

VATit
Communications House
26 York Street
London, W1U 6PZ
United Kingdom

Ref: E2